

City of Roanoke Stormwater Utility Fee Adjustment Application

This form is for property owners to use to have their stormwater fee adjusted with regard to billing errors or perception of how the impervious area has been represented. All sections must be filled out and submitted by email to stormwater@roanokeva.gov, or mail to:

City of Roanoke, Engineering Department
215 Church Avenue, Room 350
Roanoke, Virginia 24011

When filling out this form be aware that the Stormwater Ordinance defines Impervious as follows.

(Impervious Surface: means any area improved, graded, and/or surfaced with Impervious material or resulting in Impervious conditions. An Impervious material or condition is present when the natural infiltration of water into the soil is significantly impeded or prevented. An Impervious surface includes that portion of the land surface covered by an elevated structure regardless of whether the land surface itself remains pervious or impervious.) Which will include but not limited to: buildings, decks, pools, driveways, compacted gravel, sidewalks, patios, storage sheds.

Please Print

Property Owners Name: _____

Impervious Property Address: _____

Property type: (residential, commercial)_____

Tax Number: _____

Phone Number:_____ Email Address:_____

Mailing Address: (street, city, state, zip)

Explain reason for adjustment:

Attach to this form any documentation that may assist in determining the impervious area of the above listed property. (pictures, plats, drawings, etc.)

Property Owner Signature: _____ Date: _____

Engineering will make a determination within 30 days of receipt of a complete submittal for request for adjustment. In the event that Engineering finds the appeal is deficient or incomplete, the city shall offer the owner 30 days to supply the missing information. If the information is not provided within the additional 30 days the request will be deemed withdrawn.